the requirements of 5 U.S.C. 552 and this subpart.

[49 FR 44401, Nov. 6, 1984; 49 FR 47394, Dec. 4, 1984, as amended at 52 FR 13682, Apr. 24, 1987]

## § 503.36 Commission report of actions.

On or before March 1 of each calendar year, the Federal Maritime Commission shall submit a report of its activities with regard to public information requests during the preceding calendar year to the Speaker of the House of Representatives and to the President of the Senate. This report shall include:

- (a) The number of determinations made by the Federal Maritime Commission not to comply with requests for records made to the agency under the provisions of this part and the reasons for each such determination.
- (b) The number of appeals made by persons under such provisions, the result of such appeals, and the reasons for the action upon each appeal that results in a denial of information.
- (c) The name and title or position of each person responsible for the denial of records requested under the provisions of this part and the number of instances of participation for each.
- (d) The results of each proceeding conducted pursuant to subsection (a)(4)(F) of FOIA, as amended November 21, 1974, including a report of the disciplinary action taken against the officer or employee who was primarily responsible for improperly withholding records or an explanation of why disciplinary action was not taken.
- (e) A copy of every rule made by the Commission implementing the provisions of the FOIA, as amended November 21, 1974.
- (f) A copy of the fee schedule and the total amount of fees collected by the agency for making records available under this section.
- (g) Such other information as indicates efforts to administer fully the provisions of the FOIA, as amended.

## Subpart E—Fees

## §503.41 Policy and services available.

Pursuant to policies established by Congress, the Government's costs for services provided to identifiable persons are to be recovered by the payment of fees (Independent Offices Appropriations Act, 31 U.S.C. 9701 and Freedom of Information Reform Act of 1986, October 27, 1986, 5 U.S.C. 552). Except as otherwise noted, it is the general policy of the Commission not to waive or reduce service and filing fees contained in this chapter. In extraordinary situations, the Commission will accept requests for waivers or fee reductions. Such requests are to be made to the Secretary of the Commission at the time of the information request or the filing of documents and must demonstrate that the waiver or reduction of a fee is in the best interest of the public, or that payment of a fee would impose an undue hardship. The Secretary will notify the requestor of the decision to grant or deny the request for waiver or reduction.

- (a) Upon request, the following services are available upon the payment of the fees hereinafter prescribed; except that no fees shall be assessed for search, duplication or review in connection with requests for single copies of materials described in §503.11 and 503.21:
  - (1) Records/documents search.
  - (2) Duplication of records/documents.
  - (3) Review of records/documents.
- (4) Cerification of copies of records/documents.
- (b) Fees shall also be assessed for the following services provided by the Commission:
- (1) Subscriptions to Commission publications.
- (2) Placing one's name, as an interested party, on the mailing list of a docketed proceeding.
- (3) Processing nonattorney applications to practice before the Commission.

[49 FR 44401, Nov. 6, 1984, as amended at 52 FR 13682, Apr. 24, 1987; 59 FR 59170, Nov. 16, 1994]

## § 503.42 Payment of fees and charges.

The fees charged for special services may be paid through the mail by check, draft, or postal money order, payable to the Federal Maritime Commission, except for charges for transcripts of hearings. Transcripts of hearings, testimony and oral argument are